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4 October 1951

**MEMORANDUM FOR:** Director of Communications

**FROM:** Executive Secretary/Career Service Committee

**SUBJECT:** Career Service Working Groups

**REFERENCE:** Memo from General Davison entitled, "Career Service Committee" 28 September 1951

1. At its meeting on 1 October the Career Service Committee decided to setup five working groups referred to in paragraph 3 of reference. These working groups will be concerned with the following subjects:

- a. Trainees
- b. Employee Rating
- c. Rotation
- d. Career Benefits
- e. Extension Training

2. If the Office of Communications would like to participate in the working group on Career Benefits, it would be appreciated if COMMO would nominate a representative and inform the undersigned prior to Monday, 8 October.

For the Career Service Committee

  
Executive Secretary

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Dist:  
1&2 Addressee  
3 General Davison

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